

**MINUTES  
PARK COMMITTEE  
Wednesday, August 10, 2016  
City Hall, Room 207  
5 P.M.**

MEMBERS PRESENT: Aldermen David Nennig, Chris Wery, John Vanderleest, and Andy Nicholson

MEMBERS ABSENT: None

OTHERS PRESENT: Dawne Cramer, Dan Ditscheit, Brian Pelot, James Andersen, Amy Mrotek, Chief Litton, Cheryl Renier-Wigg, and Ald. Dorff

**Approval of the minutes of the meeting of July 13, 2016**

A motion was made by Ald. Nicholson and seconded by Ald. Wery to approve the minutes of the meeting of July 13, 2016. Motion carried.

**Adoption of the Agenda**

A motion was made by Ald. Nicholson and seconded by Ald. Vanderleest to adopt the amended agenda of the August 10, 2016, Park Committee meeting. Motion carried.

**1. Discussion/Action on a request by the Green Bay Fire Department to install an emergency siren at Bay Beach Amusement Park**

The Fire Department approached Park staff about installing an emergency siren at Bay Beach Amusement Park. There is a large gap in the Bay Beach area for notification in the event of a tornado, severe weather, or other emergencies. A similar request was brought forward and approved by the Park Committee on October 28, 2015, for Red Smith Park. Park staff met with Fire Chief Litton to select an appropriate location within the park. Staff is recommending installation as far away from the Wildlife Sanctuary as possible due to the potential disturbance to the animals. The siren would sit on top of a 50-foot-tall wood post. The siren has already been purchased, and a contractor would install it. NWTC has agreed to donate their services to install the pole at no cost to the City as a student training project. If approved, the siren would be installed yet this year.

Ald. Nennig asked Chief Litton if the siren had a one- or two-mile radius.

Chief Litton said it had a two-mile radius. He also stated there were four areas in the City that had large gaps between sirens. They have taken care of the Red Smith Park siren and will now install this one at Bay Beach Amusement Park. Next year, a third siren will be installed, and finally in 2018 the fourth one will be as well. The siren installed at Bay Beach Park will cover the Wildlife Sanctuary, the marina and boat

launch, and the park itself. The location will not affect future plans of Bay Beach Amusement Park.

Ald. Vanderleest questioned how the siren was controlled. Chief Litton said the Fire Department purchases the siren, but all maintenance is done by Brown County. All 18 sirens are activated and controlled at the Brown County Dispatch Center. Three weather conditions will cause the Dispatch Center to activate the sirens: 55 mile-per-hour winds with damaging projectiles, a tornado warning, and threatening weather as seen by professional spotters. If any of these occur, all sirens in Brown County are sounded. If a tornado is forming above Denmark, sirens in Green Bay will go off as well.

Ald. Nennig inquired about the cost of the siren. Chief Litton explained that the Department of Public Works was able to obtain the pole as a donation from Wisconsin Public Service, and the installation will be completed as a donation by students at NWTC. The siren at Red Smith Park was approximately \$19,000, and this siren will cost about the same.

A motion was made by Ald. Nicholson and seconded by Ald. Wery to approve the request by the Green Bay Fire Department to install an emergency siren at Bay Beach Amusement Park contingent upon all maintenance being the responsibility of Brown County, all costs being the responsibility of the Green Bay Fire Department, and all proper permits and insurances being obtained. Motion carried.

**2. Discussion/Action on a request by Ben West and Aurora Bay Care to hold a Green Bay Duathlon at Bay Beach Amusement Park on Saturday, October 15, 2016, from 7:30-11 a.m.**

Ben West, along with Aurora Bay Care, is looking to hold the Green Bay Duathlon at Bay Beach on October 15, 2016, from 7:30-11 a.m. They are expecting 200-300 participants and 50 spectators. This event has been held for the previous three years at Aurora Bay Care. It will consist of a bike ride and a run. The bike route portion would follow Nicolet Drive from Bendersville to Bay Beach. The run course will follow a route from Bay Beach Road to Quincy and circle back to Bay Beach Road before ending in the Bay Beach parking lot. Aurora will be using only the southern end of the parking lot of the park for the start, finish, transition, and medical area. The group is working with the Special Events Committee and the Police Department to cover the special event requirements and associated fees related to the duathlon.

The group will not be selling anything, just giving water and snacks to the participants. There will be no alcohol served at the event. All entrance fees go to Du Tri Charities, a 501(c)3 group. The organizer will be responsible for all rental and clean-up costs related to the event.

A motion was made by Ald. Nicholson and seconded by Ald. Vanderleest to open the floor for discussion. Motion carried.

Ben West – This is the ninth year of this event, and it was held at various locations in the past. He has been in contact with the Sheriff's Department to plan a route that has the smallest impact on the community.

A motion was made by Ald. Nicholson and seconded by Ald. Wery to return to regular order of business. Motion carried.

A motion was made by Ald. Nicholson and seconded by Ald. Vanderleest to approve the request by Ben West and Aurora Bay Care to hold a Green Bay Duathlon at Bay Beach Amusement Park on Saturday, October 15, 2016, from 7:30-11 a.m. contingent upon the following:

- Final approval of the special event permit;
- All proper insurances and permits being obtained;
- All fees and charges, security, garbage disposal, clean-up, traffic control, and barricades are the responsibility of the event organizer;
- Alcoholic beverages may not be served, sold, or given away at the event;
- Food, beverage, and merchandise may be given away but not sold on Bay Beach property.

Motion carried.

**3. Discussion/Action on a request to seek an appraisal for 529 St. George Street (Parcel 7-667) and begin property acquisition negotiations**

In 2015, the Parks Department bonded to purchase two properties along the East River Trail corridor. This is one of the two properties. The Planning Department recently met with the owners, and they indicated their desire to sell and would like to proceed with negotiations. At this point, staff is only requesting permission to seek an appraisal and begin negotiations with the property owner. The final approval to purchase the property will be brought back to the Park Committee once the total cost is known.

A motion was made by Ald. Nicholson and seconded by Ald. Vanderleest to approve the request to seek an appraisal for 529 St. George Street (Parcel 7-667) and authorize staff to begin property acquisition negotiations. Motion carried.

**4. Discussion/Action on a request to amend an approved DNR stewardship grant by removing the purchase of 535 St. George Street (Parcel 7-666) from the grant scope and authorize staff to sell a portion of the property to the Redevelopment Authority**

On April 15, 2015, the Park Committee approved accepting a DNR stewardship grant to purchase several properties along the East River Trail corridor. This included Parcel 7-666 (535 St. George Street) and a partial acquisition of Parcels 8-282, 8-285, 8-286, and 8-287 (1260, 1276, 1280, and 1296 Main Street). The City recently purchased 535 St. George Street (Parcel 7-666) and is still in negotiations with the other property owner for the partial acquisition.

When 535 St. George Street (Parcel 7-666) was purchased, it was approved by the Park Committee with the understanding that the Parks Department would be responsible for half of the acquisition costs and the DNR would fund the other half. The total acquisition cost was \$85,000 to purchase the property and \$1,100 for the appraisal. The Parks Department is responsible to pay \$43,050, which is half the total cost.

After 535 St. George Street (Parcel 7-666) was purchased, the Planning Department toured the property and indicated their desire to keep the house, fix it up, sell it, and keep it on the tax roll. This is the only property the City acquired along the corridor where there would be enough room to keep the house and still install the trail. All other properties purchased have buildings in the way that must be demolished to make room for the trail. At the time of the acquisition, the owner was only interested in selling the entire parcel. Per DNR requirements, if 535 St. George Street (Parcel 7-666) remains grant-funded, the house will have to be demolished and the entire parcel will become park open space.

The Planning Department would like to seek approval from the Park Committee and the RDA to secure \$43,050 to purchase the house from the Parks Department. This is the same amount the DNR would pay the Parks Department if it was remaining in the grant. The Parks Department is in support of this request for several reasons. First, the Parks Department would not be out any additional money towards acquisition costs. Secondly, there would be a significant savings to the City in the future because there would be no demolition expenses, and the house would remain on the tax roll.

Staff would still like to utilize the DNR grant funding for an alternate property. We would request that the DNR remove 535 St. George Street (Parcel 7-666) from the grant and replace it with 529 St. George Street (Parcel 7-667). As stated in the previous agenda item, the City Council approved bonding in 2015 to purchase 529 St. George Street in full with no grant funding. If the DNR approves this change, the Parks Department would see a potential savings of \$43,050 towards the acquisition of this property. The savings could go towards demolition costs of other East River Trail properties or future trail construction. This suggested modification has been reviewed with staff from the DNR, and there is general support of the change. It would have to go through several DNR committees before final approval.

Ald. Nennig asked how deep the lot was and what portion would be used for the trail. Staff replied that the lot was between 75-100 feet deep, and the trail and greenspace would use approximately 50 feet of that. Anyone who would purchase the house would know the trail was going to be installed prior to buying it. This proposal will go before the Redevelopment Authority next month.

Cheryl Renier-Wigg, City Neighborhood Development Supervisor, said the property is currently a single-family home. She explained that the house is in decent condition and could be purchased with block grant funds. It will be fixed and sold.

Ald. Vanderleest inquired if the property was currently vacant. C. Renier-Wigg said it was just recently vacated.

A motion was made by Ald. Wery and seconded by Ald. Vanderleest to approve the request to amend a DNR stewardship grant by removing the purchase of 535 St. George Street (Parcel 7-666) from the grant scope and authorize staff to sell a portion of the property to the Redevelopment Authority contingent upon the following:

- The RDA approving funding to pay the Parks Department \$43,050 towards the partial purchase of 535 St. George Street (Parcel 7-666);
- The DNR approving the grant modifications to remove 535 St. George Street (Parcel 7-666) from the grant scope and adding 529 St. George Street (Parcel 7-667) instead;
- Staff successfully negotiating the purchase of 529 St. George Street (Parcel 7-667).

Motion carried.

#### **5. Discussion/Action on approval to submit a grant application for the 2016-17 Wisconsin RPC's WI.DNR EAB Impact Mitigation Grant**

This grant is for funding tree planting efforts in response to the removal of ash trees destroyed by the Emerald Ash Borer. The grant is \$20,000, and we must match \$5,000 in in-kind services. Our crew will plant and plot the trees in order to satisfy the in-kind services requirement. This funding will help plant 160 trees to begin replacing the 250 that were removed this year.

Ald. Nennig asked where the trees will be planted. Brian Pelot, Assistant City Forester, answered that they would be planted where the others were removed throughout the City. Most of the ash trees that were removed were street trees.

A motion was made by Ald. Wery and seconded by Ald. Vanderleest to approve submittal of a grant application for the 2016-17 Wisconsin RPC's WI.DNR EAB Impact Mitigation Grant. Motion carried.

#### **6. Director's Report**

We are proud to introduce Amy Mrotek, our Parks, Recreation, and Forestry Department intern this summer. She have worked over 300 hours for her internship as required as she gets set to graduate in December from the University of Minnesota with a Bachelor's of Science in Recreation, Parks, and Leisure Services. Upon graduating in December, she plans to pursue a master's degree in Sports Nutrition.

She has been heavily involved in the programs, special events, and health and wellness initiatives of the Recreation Division but has also spent time shadowing and learning in the areas of Design and Development, Parks, Budget, Pools, Office Administration, Bay Beach, and Wildlife Sanctuary where she spent a day which brought forth one of

her more memorable moments as they brought in a hurt baby fawn when she was learning about the animal rehabilitation program.

Amy also has been involved with spearheading a new program by developing a 5K race called the Haunted Chase Race which will be held on October 21, 2016, at Bay Beach Wildlife Sanctuary and Amusement Park. She is facilitating a Yoga after Dark event which will be held at Bay Beach Amusement Park on August 21, 2016, as part of our FIT in the Parks Series.

At Arnie Wolff Sports Complex, the grading and seeding of the last two soccer fields is nearly completed. The rough grading, drain tile, and top soil placement is completed.

The concession stand donors have lined up volunteers to place the masonry wall and the roof. We hope to begin that soon.

At Bay Beach Amusement Park, the Falling Star site construction is well underway. The retaining wall, reinforced concrete slab, stormwater infrastructure, underground electric, and concrete walls have been installed. The contractor is currently placing topsoil.

Yesterday staff received the 75% complete plan set for Colburn Pool. The deadline for plan completion is September 16, 2016.

The Eighth Street playground is now completed. A celebratory opening was held on August 6, 2016, sponsored by Thrivent and the Ninth Street Church.

At Navarino Park, Leadership Green Bay has completed the fundraising necessary to install the seating area and drinking fountain. The contractor has begun excavation, concrete, and flatwork.

The Sullivan walk project should be completed within the next week.

Volunteers from Nielson Solutions and the Green Bay Botanical Gardens installed annuals at Veterans Memorial Park on July 20, 2016.

The Kiddie Karnival and parade were huge successes and attracted a nice crowd of over 2,800 people that participated. 126,000 tickets were sold.

The Parks Rx Program set a goal of reaching one million minutes of physical activity in the Summer Playground Program. We are happy to say that we will exceed that goal.

Our Glow Zumba event had over 400 participants.

The LEGO Building event had over 100 competitors and 3,500 people in attendance.

The Summer Playground Program ends its 10-week season on Friday, August 12, 2016.

Joannes Aquatic Center and Colburn Pool close on Sunday, August 21, 2016. Resch Aquatic Center closes on August 25, 2016.

Our new accessible fishing dock donated by Leadership Green Bay and the Friends of the Wildlife Sanctuary is now completed.

This year beginning in August, the Wildlife Sanctuary is celebrating its 80<sup>th</sup> anniversary. Events will be planned throughout the next three months.

Ald. Vanderleest questioned how the free lunches served at the playgrounds went this summer. Staff responded that it went well. The federal government partners with us to provide these lunches. We have served over 100,000 lunches in our 10-week program this summer.

Ald. Nennig asked how many parks had this free lunch served. Staff replied 31.

Ald. Vanderleest inquired about the Arby's donation of free lunches. James Andersen said it went very well. The owner of multiple Arby's locations came to visit to see how the program was going and was very pleased with the participation.

A motion was made by Ald. Nicholson and seconded by Ald. Wery to receive and place on file the Director's Report. Motion carried.

A motion was made by Ald. Wery and seconded by Ald. Nicholson to adjourn the meeting. Motion carried.

Meeting adjourned at 5:29 p.m.